

### **Physical Demands and Working Environment:**

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

**Environment:** Field environment; travel from site to site; extensive public contact; exposure to all types of weather and temperature conditions; noise; dust; fumes; noxious odors, and gases

**Physical:** Primary functions require sufficient physical ability to operate a passenger bus for extended periods of time; push; pull; bend; lift; And /or carry moderate amounts of weight; twist; climb steps; operate assigned vehicles.

**Vision:** See in the normal visual range with or without correction.

**Hearing:** Hear in the normal audio range with or without correction.

### **Education and Experience**

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying.

### **Required Qualifications:**

Possession of a valid Class A or B California driver's license with a Passenger Endorsement, a current medical certificate, along with either:

**A** - GPPV - General Public Paratransit Vehicle Certificate

**B** - S.P.A.B Certificate

**C** - School Bus Certificate.

In addition, one year of paid driving experience involving the transportation of passengers.

## **APPLICATION AND SELECTION PROCEDURE**

An examination of all resumes submitted and an interview by a panel will constitute 100% of the score for selection.

Offers of employment are contingent upon successful completion of a comprehensive, job-related background investigation, reference checks, pre-placement medical examination and other appropriate requirements of the position. A satisfactory driving record, proof of automobile insurance and a valid California driver's license is required.

To be considered for this excellent opportunity as a part-time Bus Driver, submit a City of Auburn Application for Employment and a current resume to:

Administrative Services  
City of Auburn  
1225 Lincoln Way  
Auburn, CA 95603  
530/823-4211, Ext. 142  
Fax 530/823-4209

Visit the City of Auburn web site at  
[www.auburn.ca.gov](http://www.auburn.ca.gov)

**FINAL FILING DATE:  
Open Until Filled**



*For physical demands and working environment, please request a copy of the job specifications for details.*

*Provisions of this bulletin do not constitute nor guarantee an express or implied contract for employment and may be revoked or modified without notice. The City of Auburn is an Equal Opportunity Employer.*

## **COMPENSATION AND BENEFITS**

### **Salary**

Salary Range - \$16.39 - \$19.91

### **Benefits**

This position does not receive benefits.



**IS SEEKING  
APPLICANTS FOR  
THE POSITION OF  
BUS DRIVER  
[PART-TIME]**

## THE COMMUNITY

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The City of Auburn is considered one of the best places to live in Northern California. It's bordered by the beautiful American River Canyon and nestled in the western foothills of the Sierra Nevada Mountains. Located at the crossroads of I-80 and historic Highway 49, Auburn is the county seat of Placer County. The City encompasses approximately 7.5 square miles and has a population of 12,800. Situated at elevations between 1,000 and 1,400 feet, the surroundings offer an awesome seasonal change.

From Auburn's origins as a mining camp in the 1850s, the city has emerged as a community of strong historic character, cultural enrichment, economic diversity and a destination point for outstanding outdoor recreation. Memories of early history are being sustained by way of its museums and antique stores and the preservation and renovation of its residences and commercial buildings.

Auburn is committed to supporting the arts in the community, including public art, theatre, music, dance and the many local artists that exhibit their works in the art galleries and businesses. One-of-a-kind shopping and dining experiences are offered in the four commercial business districts. Light industry is supported by the city's Airport Industrial Park and the Auburn Municipal Airport. The Auburn State Recreation Area is adjacent to the city and offers numerous rivers and lakes for whitewater rafting and kayaking, boating and recreational fishing. The American River Canyon and beyond has miles of scenic trails, including equestrian and mountain bike trails, running and hiking trails and areas to simply enjoy the beauty and serenity of the great outdoors. Auburn is home to the challenging Western States Endurance Run/ UltraMarathon and the grueling Western States Endurance Ride/Tevis Cup held each year.

**All trails lead to Auburn . . .  
"Endurance Capital of the World"**

## THE ORGANIZATION

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The City of Auburn was first incorporated in 1860 and again in 1888 and operates under the council/manager form of municipal government. City Council members are elected at large to staggered, four-year terms of office. The Mayor is elected by the City Council. The Council appoints citizens to five standing commissions charged with presiding over areas of special concern to the City—the Planning Commission, the Economic Development Commission, the Historic Design Review Committee, the Arts Commission and the Telecommunications Commission. The City Manager oversees the City staff of 100 in the administration of the day-to-day operations. The primary service delivery operations of the City are police, fire protection, community development and building, public works, municipal airport, bus transit and waste water treatment. Water, electric, solid waste disposal, parks and recreation and hospital services are provided by other agencies.

## THE POSITION

### Example of Duties:

- Ability to drive a bus over a designated route in accordance with a time schedule.
- Pick up and off load passengers at pre-arranged locations.
- Assist passengers in boarding and departing the bus.
- Secure all wheelchairs with proper devices.
- Maintain order among passengers on the bus.
- Render aid to passengers in an emergency.
- Transport passengers on field trips and to special events.

- Make regular safety inspections of bus.
  - Perform minor repair and maintenance of bus.
  - Regularly wash bus, inside and out.
  - Maintain daily records of bus operation.
  - Collect fares and issue passes to passengers.
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## THE IDEAL CANDIDATE

### Desirable Qualifications:

- Knowledge of safe driving practices, provisions of the California Motor Vehicle Code applicable to the operation of vehicles in the transportation of passengers.
- Knowledge of Basic First Aid practices.
- Understanding of maintenance and emergency repair on a bus.
- Ability to drive a bus and other automotive equipment safely and efficiently.
- Ability to maintain order among passengers on a bus.
- Excellent oral and written communication skills.
- Establish and maintain cooperative relationships with individuals in the course of work.